



ISSUE MEMORANDUM

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| DATE | August 25, 2023 |
| TO | Board Members, California State Board of Optometry (CSBO) |
| FROM | Gregory Pruden, Executive Officer |
| SUBJECT | Agenda Item #6A– Executive Officer’s Report – Program Update |

1. Staffing Update:

- The Board’s receptionist recently promoted to position at another state agency. The Board is recruiting to fill this position.
- The Board’s Lead Enforcement Analyst retired, and the Board is recruiting to fill this position.
- The Board’s assigned legal counsel accepted a position at another state agency and new legal counsel, Anthony Pane, was assigned in mid-July.
- A copy of the current organizational chart is included at the end of this memo.

2. Board Items:

Optometrist Graduation Season Update:

The Board has not had great success in quickly processing optometrist initial licensure applications, with new graduates often experiencing wait times of three (3) months.

Beginning in early May, students began graduating from schools of optometry across the country and applying for Part 2 Initial Optometrist Applications on BreEze. Measured from 5/12/2023 through July 1, the Board issued 140 new optometrist licenses. Measured from the same starting date, last year the 100th license was not issued until 8/30/2022. The current processing time is one (1) week. The processing time last year was 12 weeks. We achieved success in drastically reducing our processing time for initial licensure by focusing on organizing at the intake level, siphoning the hundreds of documents we receive necessary to process applications into a methodical system that allowed for an efficient and seamless review of the materials and legal requirements necessary to approve an application for initial licensure. Board staff have made great strides in improving the customer service experience for applicants for initial licensure.

Bagley-Keene Changes:

The Bagley-Keene Opening Meeting Act (the “Open Meeting Act”) was amended substantially during the COVID-19 pandemic to relax traditional teleconference meeting requirements and permit state boards, commissions, and committees to hold entirely virtual meetings, without any in-person interactions with the public.

Those amendments, codified at Government Code section 11133, repealed July 1, 2023, meaning that the ability to meet in a virtual format is allowable, but under current provisions of law more logistically difficult to accomplish.

To meet virtually under current provisions of law, the following requirements must be met:

1. The teleconference site must be identified in the notice and agenda and be locatable.
2. Board members must be present at specific noticed teleconference locations.
3. The meeting agenda must be posted at all teleconference locations.
4. The teleconference sites must be publicly accessible.
5. The teleconference sites must be ADA accessible.
6. The meeting must be audible (speakerphone or equivalent) to the public at all teleconference locations.
7. The teleconference site must be set up so the public can address the board, and
8. Meeting materials have to be provided at all teleconference locations.

Under the law in effect prior to July 1, CSBO was meeting in a hybrid format, with a physical meeting location and teleconference option, to preserve robust public access and participation in our public business. At this meeting, given the changes to the law effective July 1, the Board is entirely physically present and conducting the meeting with a Webex option for public participation.

3. Outreach and Committees:

- On October 24 the Executive Officer will speak to students at Western University of Health Sciences School of Optometry. The talk will focus on statutory and legal requirements of the practice of optometry in California and how to successfully obtain state licensure.
- On October 2 the Executive Officer will speak virtually with students from the Southern California School of Optometry at Marshall B. Ketchum University. The talk will focus on how to successfully obtain state licensure.
- On September 10 the Executive Officer will speak virtually at the Chabot College and Los Angeles City College optician program graduation.
- On June 27, 2023, former Board Member David Turetsky, OD, gave a presentation to board staff on common eye conditions and examination procedures.
- On June 1, 2023, the Executive Officer gave an application and licensing presentation to the California Optometric Association New OD Bootcamp.

- The Summer edition of The Spectacle is scheduled for release in September. This edition introduces new board members, features helpful information on advertising and telehealth, and celebrates the Centennial of the Herbert Wertheim School of Optometry and Vision Science at UC Berkeley.

Attachment: CSBO Org Chart, Dated August 1, 2023.

EXECUTIVE OFFICER
 Gregory Pruden
 631-120-8905-001

FY 2022/23
 Total Authorized Positions: 19.9
 Filled Temporary Positions: 3.1

Staff Services Manager I
 Joely Walker
 631-120-4800-003

Staff Services Manager I
 Randy Love
 631-120-4800-002

ENFORCEMENT UNIT

ADMINISTRATION UNIT

LICENSING UNIT

Associate Governmental Program Analyst
 Vacant
 631-120-5393-802
 Kristen Borges
 631-120-5393-803
 Brad Garding
 631-120-5393-805
 Vacant
 631-120-5393-001
 Vacant
 631-120-5393-002
 Vacant
 631-120-5393-005
Staff Services Analyst
 Scott Kerswell
 631-210-5157-001
Office Technician (T)
 Lisa Crosby (FT)
 631-120-1139-004 (0.9)*

Associate Governmental Program Analyst
 Erica Bautista (LT)
 631-120-5393-907
Staff Services Analyst
 Jonathan Gasca
 631-120-5157-806
Office Technician (T)
 Kristina Eklund
 631-120-1139-003
Office Technician (G)
 Vacant
 631-120-1138-001

Associate Governmental Program Analyst
 Arsha Qasmi
 631-120-5393-804
 Vacant
 631-120-5393-003 (.50)
 Vacant
 631-120-5393-004
Staff Services Analyst
 Vacant
 631-120-5157-003
 Monica Petersen
 631-210-5157-002
Management Services Technician
 Vacant
 631-120-5278-001 (.50)
 Vacant (LT)
 631-210-5278-907
Office Technician (T)
 Vacant
 631-120-1139-001
 Kathleen Gregorio (LT)
 631-120-1139-907

 Gregory Pruden, Executive Officer Date

 Classification and Recruitment Analyst Date

All positions are CORI designated.
 LT = Limited Term
 *Reduced Time base of positions effective 7/1/2012,
 due to 0.60 salary savings required by BL 12-03.